

§ 101-17.003-6 Permit space.

Permit space means space in buildings, and land incidental thereto, for which a right of occupancy has been granted by permit from another Federal agency.

§ 101-17.003-7 Occupancy guides.

Occupancy guides means printed guidelines developed jointly by GSA and the affected agency which outline the space requirements based on the functions, operations, and staffing of the particular agency for which they are developed.

§ 101-17.003-8 Private office.

Private office means a room occupied by one individual. This room may be enclosed by either ceiling-high or screen partitions.

§ 101-17.003-9 Semiprivate office.

Semiprivate office means a room not exceeding 400 square feet occupied by two or more individuals. This room may be enclosed by either ceiling-high or screen partitions.

§ 101-17.003-10 Open office area.

Open office area means an area exceeding 400 square feet that may contain work stations and/or administrative support functions. This area may be enclosed by either ceiling-high or screen partitions.

§ 101-17.003-11 Work station.

Work station means the furniture, equipment, and immediate area generally required by one worker. A multiple occupancy work station is considered a single work station. Two physically separate areas used by a single worker are considered two work stations. Support equipment and supply areas used by more than one worker are not considered work stations.

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§ 101-17.003-12 Administrative support space.

Administrative support space means of office space which is required in addition to work station space to house equipment and/or functions which an agency requires to properly perform its mission.

§ 101-17.003-13 Joint use space.

Joint use space means that common space available for use by all occupants of the building such as cafeterias, conference rooms, credit unions, and snack bars. It does not include mechanical, custodial, or circulation areas.

§§ 101-17.003-14—101-17.003-15 [Reserved]**§ 101-17.003-16 Inside parking space.**

Inside parking space means that motor pool space and parking space for Postal Service, official, employee, and visitor vehicles that is part of a building or in a structure specifically designed for vehicle parking.

§ 101-17.003-17 Outside parking space.

Outside parking space means that parking space not included in the inside parking space category, such as uncovered ground level parking areas or parking lots either paved or unpaved.

§ 101-17.003-18 Space planning.

Space planning means a study using the latest techniques to determine the best location and the most efficient layout of agency operations and equipment.

§ 101-17.003-19 Space layout.

Space layout means the specific placement of work stations, furniture, and equipment to provide maximum efficiency of an agency operation. This is normally accomplished by the use of templates.

§ 101-17.003-20 Space utilization.

Space utilization means the manner and the degree of efficiency in which Government-owned and -leased facilities are occupied.

§ 101-17.003-21 Space inspection.

Space inspection means a reconnaissance-type evaluation of the manner in which space assignments are being utilized to determine whether immediate or scheduled corrective action is indicated.